

STATE OF HAWAII  
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES  
STADIUM AUTHORITY

STADIUM MANAGER  
Immediate Vacancy Full-time Exempt Position  
Salary Range: Up to \$81,463 per year

The primary duties of the position is to plan, direct and coordinate the activities of the Aloha Stadium Staff, consultants and collaborative efforts of the Aloha Stadium programs and projects in accordance with the policies, procedures, and instructions of the Stadium Authority; negotiate and administer contracts for the maintenance, security, safety and operation of Aloha Stadium and its related facilities; negotiate leases, licensee contract agreements, bookings and other agreements including those with concessionaires, services contractors, etc.; promote and market the Aloha Stadium; direct the preparation of and administer the operating and capital budgets; set program goals and objectives and develop appropriate measurement tools to effectively evaluate progress and performance; evaluate performance and provide for development of professional, contract and support staff; represent the Stadium Authority at various meetings and at the state legislature, city council and other government, public and private organizations; etc.

Qualification Guidelines: Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance. Example combinations include: Bachelor's degree in public administration or related field and five years of progressively responsible supervisory and management experience, including two years in management of a stadium and/or similar enterprise operation. Employment history should clearly demonstrate knowledge, skills and abilities to include but not limited to principles, practices and methods for stadium and/or event operations; administrative principles and methods; principles and practices of contract administration; preparation, administration and monitoring of a sizable budget and anticipation of budgetary needs, programs and activities; analysis of administrative problems, evaluation of alternatives and development of creative resolutions/recommendations to resolve issues and problems; exercise of sound, independent judgment; ability to work with a variety of people, public and private organizations, promoters, etc.; effective communication, orally and in writing; etc.

Applicants must be citizens, permanent resident aliens, or nationals of the United States. Non-citizens with unrestricted employment authorization from the U.S. Immigration and Naturalization Service may also apply.

At the time of employment, successful applicant must be a State of Hawaii resident and must possess a valid Driver's License.

Applicants should submit their resumes and include a written statement identifying the combination of qualifying education and/or experience and describing how such education and/or experience provided the knowledge, skills and abilities necessary for acceptable job performance to:

Stadium Authority  
Attn: Personnel Office  
P.O. Box 30666  
Honolulu, Hawaii 96820-0666

Completed resumes must be received by 4:30 p.m., January 17, 2007. Supplemental materials in support of the application must be submitted with the resume. No faxes or E-mail applications will be accepted. Applicants must be available for a personal interview at their own expense. Questions regarding the above should be addressed to Ms. Deborah Ishihara at (808)483-2753.

**An Equal Opportunity/Affirmative Action Employer**